

## **Healthy Marriage and Stable Families Pre-Application Workshop Questions and Answers**

- Geographic and rural/urban representation, as well as diversity among types of programs, will be considered in making awards.
- Mandatory one day training on outcomes and reporting will be held in Richmond and travel expenses for this training can be included in your budgets for up to two staff.
- Page 14 of the RFA, Section 23: Fiscal Administration – The “June” reference for the final quarter in this paragraph should read “September.”
- Position descriptions and resumes of key leaders are not counted in the narrative 5-page limitation.
- Office of Management and Budget (OMB) Circulars – Web Links All Circulars - <http://www.whitehouse.gov/omb/circulars/index.html>

OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments (05/10/2004) [http://www.whitehouse.gov/omb/circulars/a087/a87\\_2004.html](http://www.whitehouse.gov/omb/circulars/a087/a87_2004.html)

OMB Circular A-102, Grants and Cooperative Agreements With State and Local Governments (10/07/1994) (further amended 08/29/1997)  
<http://www.whitehouse.gov/omb/circulars/a102/a102.html>

Where is the Grants Management Common Rule?  
<http://www.whitehouse.gov/omb/grants/attach.html>

Where are the Attachments to A-102? <http://www.whitehouse.gov/omb/grants/attach.html>

OMB Circular A-110, Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations (11/19/1993) (further amended 09/30/1999)  
<http://www.whitehouse.gov/omb/circulars/a110/a110.html>

OMB Circular A-122, Cost Principles for Non-Profit Organizations (05/10/2004)  
[http://www.whitehouse.gov/omb/circulars/a122/a122\\_2004.pdf](http://www.whitehouse.gov/omb/circulars/a122/a122_2004.pdf)

On March 12, 1987, the President directed the Federal grantmaking agencies to issue a grants management common rule to adopt governmentwide terms and conditions for grants to States and local governments. In 1988, OMB revised Circular A-102 to include guidance to Federal agencies on matters not covered by the grants management common rule.

### **HHS Common Rule**

Health & Human Services	45 CFR 92	45 CFR 74	45 CFR 76	45 CFR 93
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- Do participants need to be TANF eligible?

Program Participants may be, but are not required to be TANF eligible. Participants should be Families and Children in crisis or at risk who need services to assist them to stabilize their lives. Locally identified community needs and target populations must be in line with the RFA's requirements (see RFA Section II A.1-6). Participants may be married or single adults, youth, program staff, marriage program leaders, facilitators or mentors.

- Can grant funds be used to rent meeting space for program services?

Funds may be expended for occasional rental of meeting room space for specific project activities, but not for any rent or purchase of organizational office space. Clearly describe any proposed rental costs in the application.

- Does the Program Participant Rights for Virginia Faith-Based (FBO) Service Providers document apply if a program is using a faith-based facility?

This document is designed for FBO providers that receive grants by public bodies to provide services on behalf of the government. Signed documents must be retained in program files. When using a FBO facility for participant services, this document can be used to ensure that all participants are informed of their rights if they are not comfortable with any religious surroundings.

- Explain the \$5,000 equipment limit.

Section VI.17 on page 13 of the RFA states that total requests in excess of \$5,000 are not allowed. Ownership of equipment purchased under this grant MAY revert to DSS if this is requested by DSS in writing. Please clarify separately office supplies from equipment in your budget.

- How can we ensure the RFA arrives timely?

If mailing, please allow sufficient time for delivery to Ann-marie Taranto in the Office of Community Partnerships in VDSS before noon on September 16th. One mail delivery is scheduled in the morning and one in the afternoon at DSS. If you are hand delivering the RFA prior to 10:30 am on the 16th of September and have difficulty parking, you may call Ann-marie at her desk @ 804-726-7911 and she will come downstairs to pickup the RFA and timestamp the application. We expect to have staff in the DSS foyer an hour before the deadline, September 16, 2005 at 12:00 o'clock noon.

- May we copyright any materials we produce with funds from this grant?

Ownership of all data, material and documentation originated and prepared for DSS pursuant to the RFA (including photographs, reports or videos) belongs exclusively to the State as stated in VI.21. on page 13. No use of any such material other than for the completion of RFA work is allowed except by prior written consent of the purchasing agency.

For questions concerning legal issues such as this one, please consult with your organization's legal counsel.